IDAHO PEACE OFFICER STANDARDS & TRAINING
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12.18 CURRICULUM

A. General

The Peace Officer Standards and Training (POST) Council has delegated the authority to the POST Administrator to conduct and/or certify basic training academies for Idaho's nine peace officer disciplines:

- Patrol officers;
- County detention officers;
- Emergency communications officers;
- Correction officers;
- Adult felony probation and parole officers;
- Adult misdemeanor probation officers;
- Juvenile Corrections (IDJC) direct care staff;
- Juvenile detention officers; and
- Juvenile probation officers.

Idaho POST, as the certifying agency for all law enforcement officers in the state, is responsible for the quality of content and method of delivery of all POST Basic Academy Curricula. The Curriculum Department ensures training is consistent with existing law, statewide law enforcement and detention practices, and sound educational principles. POST Basic Academy Curricula materials are subject to POST Council approval, review, and revisions.

B. Definitions

"Curriculum" means the aggregate of objectives, lesson plans, Power Points and other audiovisual materials, and test questions used to deliver approved training in the POST basic academy.

C. Developing Curriculum

1. The Curriculum Department is responsible for the development, dissemination, and maintenance of the standards for curriculum.
    a. The learning objectives are written using Blooms Taxonomy Standards, are based on the most recent POST JTA, and reflect current law enforcement practices.
    b. The lesson plan utilizes the T-Bar Lesson Plan format unless using standardized curriculum (e.g. Use of Force, ARCON, EVOC, TacMed).
    c. The PowerPoint presentation utilizes the POST standards templates for uniformity, consistency, and professionalism.

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    d. The test questions are developed following standards that focus on concise and unambiguous wording based on information derived from the Academy objectives and contained in the lesson plan and PowerPoint.

2. Curriculum analysis includes several steps.
   a. Four levels of the Kirkpatrick model of training evaluation are used.
      i. For Level 1, participants evaluate the class and instructor.
      ii. For Level 2, participants evaluate the academy upon conclusion.
      iii. For Level 3, a follow-up graduate survey is conducted 6 months after graduation.
      iv. For Level 4, a follow-up graduate's agency survey is conducted 6 months after graduation.
   b. Analysis of all four levels of the Kirkpatrick model of training evaluation is conducted during the three-year rotating schedule of academy curriculum updates.
   c. The Job Task Analysis is updated and reviewed following a rotation based on curriculum updates and is the basis for an academy's curriculum content. A survey to stakeholders is conducted when needed.
   d. A compilation of proposed courses, hours, and objectives are created reflecting input from these multiple sources and must be approved by POST Council.

3. The Curriculum Department acts as Project Manager for the curriculum development process using the courses, hours, and objectives developed through the curriculum analysis process.
   a. The curriculum content is written by contracted and volunteer Subject Matter Experts (SMEs) in the law and law enforcement fields. The Curriculum Department establishes curriculum development expectations and provides appropriate documents to the SMEs including standard POST lesson plan, PowerPoint, and test question templates.
   b. Throughout the curriculum development process, the Curriculum Department sets deadlines, documents the progress, provides updates to management, and provides support with the process.
   c. Developed curriculum is submitted to and reviewed by the Curriculum Department to ensure inclusion of all required content, use of POST standards, consistency between all submitted documents, and assurance of correct spelling and grammar. When appropriate, curriculum is reviewed by additional SMEs to assure correct content.
   d. The test questions submitted will be assessed using POST standards. When needed, test questions will be revised and additional questions may be written.
   e. All curriculum analysis and development documents are archived using an electronic file, segregated by academy discipline and session, and automatically backed up nightly. Access is restricted to POST Administration, Curriculum Department, and IT.

4. Curriculum implementation begins with submission to a discipline committee when appropriate, the POST Training Subcommittee, and POST Council for approval of courses and objectives.
   a. Law enforcement personnel are informed of the completed review process and availability of curriculum material on the POST Instructor Portal, POST Student Portal, and the Academy File and Instructor File on the internal POST network.

      b. POST Academy Weekly and Certification Exams are created and provided to the Training Coordinator(s) for review, revision, and implementation prior to the exam being administered.

      c. The curriculum is closely monitored and necessary updates are made as needed through frequent contact with Training Coordinator(s) and SMEs regarding the academy.

         i. The Instructor is responsible to teach to the approved lesson plan.

         ii. The Instructor's class may be monitored to review progress to meet POST objectives.

5. The curriculum content is assessed through written examinations, scenarios, and in-class demonstrations. Test questions are reviewed for validity. Surveys are conducted including instructor evaluations, student opinion of training prior to and after graduation, and agency opinion of student training effectiveness.

6. The curriculum modality is based on adult learning theory and includes active learning, problem solving and problem-based learning, adult learning styles, and follows [Blooms Taxonomy standards](#) in the cognitive, affective, and psychomotor domains.

D. The curriculum for each Academy is updated on a three-year rotation following the schedule in Attachment 1. An update to the JTA is also included in the schedule

E. POST has defined current core competencies that reflect the entry-level skill and knowledge necessary for Idaho law enforcement training. These core competencies are used for the Kirkpatrick model of training evaluation and are found in Attachment 2.

F. POST archives documents for each Academy session as applicable. The list of these documents is found in Attachment 3.

1. The archived documents are populated by Curriculum Coordinators and Training Coordinators.
2. Access to the archived documents is restricted to Administration, Curriculum Coordinators, IT, and Training Coordinators.
3. The archived documents are retained forever and never destroyed.
4. The archived documents are released via a public records request.
5. In January, the Training Bureau Manager or designee will audit 3 discipline sessions from the previous year; each session from a different discipline and different disciplines from the previous year.

Attachment 1

Academy Curriculum Update Planning

2018	2019	2020
Academy Curriculum Update **Patrol** **Reserve**	**Academy Curriculum Update** **Detention** **ECO** **Felony Probation & Parole** **Misdemeanor** **Reserve**	**Academy Curriculum Update** **Correction** **Juvenile Corrections** **Juvenile Detention** **Part-Time Juvenile** **Juvenile Probation** **Instructor** **Development Training** **Marine**
Update Implementation	**Update Implementation** **Patrol** **Reserve**	**Update Implementation** **Detention** **ECO** **Felony Probation & Parole** **Misdemeanor** **Reserve**
Job Task Analysis	**Job Task Analysis**	**Job Task Analysis**

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FY 2022 (July 21-June 22)	FY 2023 (July 22-June 23)	FY 2024 (July 23-June 24)
Academy Curriculum Update Patrol Reserve	**Academy Curriculum Update** Detention ECO Felony Probation & Parole Misdemeanor	**Academy Curriculum Update** Correction Juvenile Corrections Juvenile Detention Part-Time Juvenile Detention Juvenile Probation Instructor Development Training Marine
Update Implementation Correction Juvenile Corrections Juvenile Detention Part-Time Juvenile Detention Juvenile Probation Instructor Development Training Marine	**Update Implementation** Patrol Reserve	**Update Implementation** Detention ECO Felony Probation & Parole Misdemeanor
Job Task Analysis Detention ECO	**Job Task Analysis** Juvenile Detention Part-Time Juvenile Detention Juvenile Probation	**Job Task Analysis** Patrol Reserve

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FY 2025 (July 24-June 25)	FY 2026 (July 25-June 26)	FY 2027 (July 26-June 27)
Academy Curriculum Update Patrol Reserve	**Academy Curriculum Update** Detention ECO Felony Probation & Parole Misdemeanor	**Academy Curriculum Update** Correction Juvenile Corrections Juvenile Detention Part-Time Juvenile Detention Juvenile Probation Instructor Development Training Marine
Update Implementation Correction Juvenile Corrections Juvenile Detention Part-Time Juvenile Detention Juvenile Probation Instructor Development Training Marine	**Update Implementation** Patrol Reserve	**Update Implementation** Detention ECO Felony Probation & Parole Misdemeanor
Job Task Analysis Felony Probation & Parole Misdemeanor	**Job Task Analysis** Correction Juvenile Corrections	**Job Task Analysis** Patrol Reserve

Attachment 2

POST Basic Academy Core Competencies

The following are the POST Basic Academy Core Competencies (as applicable):

Communications

Defensive Tactics/Use of Force

Driver Training

Legal Issues

Officer Safety

Officer Wellness

Physical Fitness

Professionalism

Weapons Use

Attachment 3

POST archives the following documents for each Academy session

Master Curriculum Folder (located on the T drive in the academy folder)
- Academy hours
- Class Folders
- Lesson Plan
- PowerPoint
- Videos
- Objective book
- Student handouts
- Student handout book

Integration Academy Session
- Academy class schedule
- Student roster
- Coordinator log

Document Manager Scanned Academy Archive
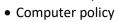
Academy Files
- ARCON itinerary
- Exams
- Firearms scores
- Photo roster
- PRT/Agility test results

Officer Files
- Academy application
- Student acceptance letter
- Code of Ethics/Decertification
- E-Learning letter
- Acknowledgment of Health (Covid forms)
- Reports
- Scenario grade sheets
- Two-year agreements, signed
- Document of understanding
- Graduation Certificate
- Academy transcripts

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Orientation Forms
- Registration
- Pre-existing injury
- ADA (new as of 04/2021)
- Student handbook
- Harassment policy
- Computer policy

Safety Rules
- DT
- EVOC
- PT
- Range
- TacMed

Physical Testing
- DT competency
- EVOC evaluation
- Handgun performance
- TacMed evaluation